

March 2018

Date	City	Agency	Time	Workshop	Type	Location	Catalog Course Code	Activity Code
3/1/18	Nashville	All	8:30am-12:30pm	Fundamentals of Facilitation	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	FUNFAC1000	HR-FUND-030118-001
3/5/18	Nashville	All	8:30am-12:00pm	G.R.E.A.T. Customer Service	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	CFW1000	HR-CFG030518-001
3/5/18	Nashville	All	1:00pm-4:00pm	G.R.E.A.T. Customer Service	Training for Trainers	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	CFGT1000	HR-CUSTFT4T030518-001
3/5/18	Nashville	All	8:30am-12:30pm	Developing Direct Reports and Others	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Conference Room E	DDR1000	HR-DDR030518-001
3/5/18	Nashville	All	1:30pm-4:30pm	Developing Direct Reports and Others	Training for Trainers	312 Rosa L. Parks Blvd. 3rd Floor Conference Room E	DDRT4T1000	HR-DDRT4T-030518-001
3/6/18	Nashville	All	8:30am-12:30pm	Performance Coaching	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	PC1000	HR-PC030618-001
3/6/18	Nashville	All	1:30pm-4:30pm	Performance Coaching	Training for Trainers	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	PCT4T1000	HR-PCT4T030618-001
3/7/18	Nashville	All	8:00am-12:00pm	S.M.A.R.T. Performance Planning	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	STW100	HR-SMART030718-001
3/7/18	Nashville	All	1:00pm-4:30pm	Get S.M.A.R.T.er	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	GSPM1000	HR-GSPM030718-001
3/8/18-3/9/18	Nashville	All	8:30am-4:30pm	Respectful Workplace	Training for Trainers	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	RWRC1000	HR-RWT4T-030818-001
3/12/18	Nashville	All	8:30am-12:00pm	Planning and Priority Setting	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	PAPS1000	HR-PAPS031218-001

March 2018

3/12/18	Nashville	All	1:00pm-4:00pm	Planning and Priority Setting	Training for Trainers	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	PAPST4T1000	HR-PAPST4T031218-001
3/13/18	Nashville	All	8:30am-12:00pm	Effective Communication	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	EC1000	HR-EC031318-001
3/13/18	Nashville	All	1:00pm-4:00pm	Effective Communication	Training for Trainers	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	ECT4T1000	HR-Ect4t031318-001
3/14/18	Nashville	All	8:30am-12:00pm	Change Management	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	CHMG1000	HR-CM031418-001
3/14/18	Nashville	All	1:00pm-4:00pm	Change Management	Training for Trainers	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	CHMG2000	HR-CMt4t031418-001
3/15/18	Nashville	All	8:30am-12:00pm	Self-Management	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	SM1000	HR-SM031518-001
3/15/18	Nashville	All	1:00pm-4:00pm	Self-Management	Training for Trainers	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	SMT4T1000	HR-SMT4T031518-001
3/19/18	Nashville	All	8:30am-12:00pm	Effective Presentation Skills	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	EPSkills1000	HR-EPSkills031918-001
3/19/18	Nashville	All	1:00pm-4:00pm	Effective Presentation Skills	Training for Trainers	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	EPS1000	HR-EPSt4t-031918-001
3/20/18	Nashville	All	8:30am-12:00pm	Building Effective Teams	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	BET1000	HR-BET032018-001
3/20/18	Nashville	All	1:00pm-4:00pm	Building Effective Teams	Training for Trainers	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	BETT4T1000	HR-BETt4t032018-001
3/21/18	Nashville	All	8:30am-2:30pm	Respectful Workplace: A Manager's Guide to Preventing Workplace Harassment	Open Enrollment	312 Rosa L. Parks Blvd 3rd Floor Conference Room A	RWMG1000	HR-RWMG032118-001

March 2018

3/21/18	Nashville	All	8:30am-2:30pm	Respectful Workplace: A Staff's Guide to Preventing Workplace Harassment	Open Enrollment	312 Rosa L. Parks Blvd. 3rd Floor Conference Room A	RWST1000	HR-RWS032118-001
3/21/18-3/22/18	Nashville	All	8:00am-5:00pm	How to Facilitate	Certification	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	H2F1000	HR-HTF-032118-001
3/27/18	Nashville	All	9:00am-12:00pm	S.M.A.R.T. Performance Planning	Training for Trainers	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	STFM1000	HR-SMARTT4T032718-001
3/27/18	Nashville	All	1:00pm-4:00pm	Get S.M.A.R.T.er	Training for Trainers	312 Rosa L. Parks Blvd. 3rd Floor Training Room 9	GST4T1000	HR-GST4T032718-001